

## **GUIDE TO APPLICATION FOR NURSERY PLACE AT BALSALL COMMON PRIMARY SCHOOL**

Thank you for your interest in our Nursery. Our setting is well established and is staffed by a dedicated team of specialist Early Years teachers and teaching assistants. The nursery work closely with the school Reception team to ensure a smooth transition to the school.

The way we operate is set out below.

### **Initial Application:**

- The initial application is for the Universal free 15 hours. We provide these in 4 pre-set groupings and we ask you to rank your preferences on the form. These consist of 5, 3-hour sessions either; all mornings, all afternoons, all day Monday, Tuesday and Wednesday morning or Wednesday afternoon, all day Thursday and Friday
- Children are expected to attend for all 5 of these sessions every week
- Our hours are
- Mornings – 8.30am to 11.30am
- Afternoons – 12.20pm – 3.20pm

### **Extended Hours:**

- If we have any spare capacity once the initial applications have been processed, we allow parents to request additional hours
- These can be funded either via the 30-Hour code or paid directly to ourselves – the current rate is £17.00 per 3-hour session
- The 30-hour code is applied for directly with HMRC. This has to be in place before the start of the term you want to use it

### **Lunchtime Fees:**

- For any child that attends all day there is an additional charge which is currently £5 a day to cover lunchtime childcare costs
- As an idea of costs - for a child who attends full time 2 days a week this is approximately £370 a year and Full time– approx. £925 a year